

Texas Academy of Audiology



2017 Conference
October 19-21, San Marcos, TX
Embassy Suites by Hilton
Hotel Conference Center and Spa
Exhibitor Information

“San MARVELous Super HEARoes”



Pictured above is the Veranda which is attached to the Exhibitor Room

All of our exhibitors will be located in the Spring Lake Ballroom which is a 7200 sq ft room which opens up on to the above lovely veranda. Exhibitors will be positioned around the exterior of the room with the center utilized for refreshments.

Exhibitor Benefits

- Pre-Conference Training available
- Listing on Texas Academy of Audiology website as a Conference Sponsor
- Directory listing in Conference program
- Networking with audiologists from across the state of Texas from a wide range of employment settings
- An opportunity to receive continuing education at no additional fee
- Upon request, may receive one pre-conference mailing list of attendees

BOOTH SPACE IS LIMITED.

Booth space is assigned based on the date PAYMENT is received and the level of Sponsorship. We will begin assigning booths shortly after the August 15th deadline.

CANCELLATION POLICY:

Prior to July 15th: receive a 100% refund less a \$50 processing fee.

July 15-Aug 15th: receive a 50% refund.

After Aug 15th: No refunds will be issued.

Opening Day – Thursday, Oct. 19, 2017

Pre-Conference Sessions (Limited Availability)

Eight meeting rooms in three sizes have been reserved for exhibitor pre-conference training sessions. These rooms are available from 1:00pm to 5:00pm on Thursday. All rooms will be set up classroom style, unless the exhibitor requests a different set-up at least one week prior. Rooms are available for a nominal fee on a first come first served basis.

IMPORTANT TO NOTE: TAA IS ONLY SUPPLYING THE ROOM. ALL AUDIOVISUAL, REFRESHMENTS AND CONTINUING EDUCATION IS THE SOLE RESPONSIBILITY OF THE EXHIBITOR.

These pre-conference sessions will be advertised in all our publications and on our website, but it is the responsibility of the exhibitor to provide us with this information.

The Texas Academy of Audiology is an authorized provider of continuing education in Texas. If you would like TAA to sponsor your pre-conference course, please indicate this on your registration form and add the additional fee. Additional information is available on our website: texasaudiology.org

Exhibitor Set Up

Booth set up is available starting Thursday afternoon, October 19th at 1:00pm. The Thursday reception will be held in the exhibitor room, so exhibitors should have their set-up completed prior to the 6:00pm reception.

Conference Material may be shipped to the following address:

Embassy Suites by Hilton

RE: Texas Academy of Audiology 10/19 Conf

Hold For: _____

1001 E. McCarty Lane

San Marcos, TX 78666

The hotel does charge a handling fee of \$5 for packages up to 10lbs, \$10 for 11-20lbs, \$15 for 21-50lbs, \$20 for 51-100lbs and \$30 for over 100lbs. This fee will be charged upon receipt and upon shipping. Additional charges will be applied for additional holding if the packages arrive early or are not removed immediately. Packages should not arrive more than 48 hours prior to October 19th. All boxes must be removed within 24 hours after the end of the conference.

Opening Night Reception

The Texas Academy of Audiology will be providing light appetizers and a Cash Bar Thursday evening to help kick off the conference and welcome attendees and speakers. The Opening Night Reception will be held in the Spring Lake Ballroom with the exhibitors. This time will provide exhibitors an excellent opportunity to mix and mingle with attendees and speakers.

Arrangements can be made prior to conference for the purchase of drink coupons. More detailed information will be provided at a later date.



FRIDAY EVENING RECEPTION TAA & SHF DINNER/DANCE

Friday evening, the Texas Academy of Audiology will provide another great opportunity to network. The reception will include light appetizers, cash bar, silent auction and many other fun activities to encourage attendees to relax and mingle with attendees, speakers and exhibitors. Immediately following there will be the 3rd Annual TAA & SHF Dinner/Dance and Costume Contest. Your additional support is greatly needed and will be recognized and another great time to spend with Texas Audiologists.

SILENT / LIVE AUCTION

This has always been a popular event during our Friday evening reception, with many battling it out until the bitter end. And last year we livened it up with a LIVE Auction for some of the most popular items. Attendees, Speakers and Exhibitors have always provided a wide variety of fun, entertaining and useful items. We would love to add an item from your company as well.

STUDENT POSTERS

The Texas Academy of Audiology hopes to encourage the growth of audiology in Texas by supporting our students. Students are encouraged to attend and enter our poster contest in the hopes of winning a cash prize. Posters will be displayed Friday and winners announced at the Friday evening reception.

Basic Exhibitor Booth

- A basic exhibitor booth will consist of a 6' Table with table cover and chairs for the duration of the conference
- Booth assignment will be made prior to conference based upon date **payment** was received and after premium booths have been selected.
- Exhibitor will be included in a directory listing in conference program
- Exhibitor will be recognized on our website and at conference in signage throughout the conference
- Booth reservation will provide attendance and continuing education for one (1) representative
- Additional representatives may be added for an additional fee
- Electricity will be provided upon request for a nominal fee.

Non-Profit Organization / University Booth

In order to help assist non-profit organizations and universities, the Texas Academy of Audiology will provide a Basic Exhibitor Booth at a discounted fee.

Conference Program Advertising

Black and white advertisements may be purchased to be placed in the interior of the conference program. Advertisements will be available in 1/8 page, 1/4 page and 1/2 page sizes. Limited space is available, so these will be sold on a first come basis. Full color and back cover advertisements are available by becoming a premium booth exhibitor.

REGISTRATION DEADLINE – AUGUST 15, 2017 or when full

The registration deadline for the 2017 conference is August 15, 2017 or earlier if space is full. In order to be included in conference printing, all information must be received by this date. It is the responsibility of the exhibitor to get all information listed on the registration form to Texas Academy of Audiology by the dates indicated. Late registrations will be accepted if space is available, but the exhibitor will not be included in program and posters.

In order to give all exhibitors an equal opportunity for registration, no registrations will be accepted prior to **May 1, 2017**. Any registrations received prior to this date will not be processed until May 1



Premium Booths

In addition to our basic exhibitor booth, the Texas Academy of Audiology provides the opportunity for exhibitors to step up to a premium booth. Premium booths will provide the exhibitor all of the following benefits:

Basic Booth Benefits:

- A basic booth will consist of a 6' Table with table cover and chairs for the duration of the conference
- Exhibitor will be included in a directory listing in conference program
- Exhibitor will be recognized on our website and at conference in signage throughout the conference

Premium Booth Additional Benefits:

- Reserved Priority Booth Space – you will be able to select your booth prior to conference based on level and date payment is received
- Listing on the Texas Academy website with company logo and link to company website
- Full color company advertisement on back cover, inside covers or inside pages of conference program, placement dependent upon level, date payment is received and number of premium exhibitors
- Company advertisement included in all future conference mailings (Conference Registration mailing in August)

Texas Academy of Audiology Exhibitor Liaison

Jennifer Bobo
jbob@oticon.com

Premium Booth Levels

Silver Level

Our entry level of conference sponsorship, providing all the benefits listed to the left and also including:

- Registration and continuing education for up to **three (3)** representatives
- Full color company advertisement on the inside covers or inside pages of the conference program based on date of payment and number of premium exhibitors

Gold Level

Our mid-range level of conference sponsorship, providing all the benefits listed to the left and also including:

- Registration and continuing education for up to **four (4)** representatives
- Full color company advertisement will be placed on the inside covers of conference program or back cover if space is available
- One Year free advertising (calendar year 2018) on Texas Academy of Audiology website (\$700 Value)
- Electricity provided upon request at no additional fee

Platinum Level

Our highest level of conference sponsorship, providing all the benefits listed to the left and also including;

- Registration and continuing education for up to **five (5)** representatives
- Full color company advertisement will be placed on back cover or inside cover of conference program depending upon space and date payment is received.
- One Year free advertising (calendar year 2018) on Texas Academy of Audiology website (\$700 Value)
- Electricity provided upon request at no additional fee
- Two Tables, if requested
- Pre-Conference meeting room provided upon request at no additional fee (if a room is available – these are filled on a first come-first serve basis without regard to sponsorship level). This is the room only – AV, refreshments and continuing education will be the responsibility of the exhibitor
- 2018 membership to Texas Academy of Audiology for one representative
- ~~AV/CE~~ **THIS YEAR:** 15-minute Technology Update in front of attendees

Texas Academy of Audiology

P.O. Box 93331
Lubbock, TX 79493-3331

Email: jbhensley@suddenlink.net
or jbob@oticon.com

Website: texasaudiology.org



Texas Academy of Audiology

P.O. Box 93331, Lubbock, TX 79493-3331

texasaudiology.org

EXHIBITOR REGISTRATION FORM

REGISTRATION DEADLINE: August 15, 2017, unless space is filled earlier

Instructions:

1. **ALL EXHIBITORS MUST COMPLETE PAGE 1 AND PAGE 7**
2. **Platinum Booth Exhibitors also complete page 2**
3. **Gold Booth Exhibitors also complete page 3**
4. **Silver Booth Exhibitors also complete page 4**
5. **Basic Booth Exhibitors also complete page 5**
6. **Non-Profit Organization/University also complete page 6**
7. **Complete page 8 if planning a pre-conference training session**
8. **Complete page 9 if paying by credit card**

BOOTH ASSIGNMENT IS
MADE BASED ON LEVEL
OF SPONSORSHIP AND
DATE OF PAYMENT

Upon completion of this form, please press SUBMIT in the Upper Right Corner and follow the instructions. Depending upon your email server the form will either be automatically emailed or you may be required to save a copy and send via an email attachment. If paying by check, please mail check to the address noted above after submitting the form. Registration is not complete until payment is received. Purchase orders are not considered payment.

EXHIBITOR INFORMATION:

Company Name: _____

Mailing Address: _____

City: _____, State ____ Zip: _____ Phone Number: _____

Email Address: _____

Contact Person(s): _____

BOOTH CONTACT PERSON: (Individual to contact for booth assignment, set-up times, etc.)

Name: _____ Phone: _____

Email: _____

DIRECTORY LISTING FOR CONFERENCE PROGRAM - Three (3) line maximum

(Please list exactly as you would like it to appear in the conference program)

Example: **TEXAS ACADEMY OF AUDIOLOGY, P.O. Box 93331, Lubbock, TX 79493-3331,**
 website: texasaudiology.org Contact Jana Hensley, Business Administrator
 jbhensley@suddenlink.net

PLATINUM LEVEL EXHIBITOR BOOTH

Platinum Exhibitor Booth (5 representatives included)	\$3,000.00+	\$ _____
Fee for Additional Representatives #_____ @ \$175 per person (complete Page 7)		\$ _____
Pre-Conference Room Reservation (Please complete page 8) (Available on a First Come Basis – Platinum are not charged a room fee):		
No Yes		\$ -0-
TAA/SHF 3 rd Annual Friday Night BASH Sponsorship	\$500.00+	\$ _____

	TOTAL AMOUNT DUE	\$ _____

Electricity will be available from wall outlets along the perimeter of the room. Exhibitors will have to share so be sure to bring extension cord and power strip if electricity is needed.

If paying by credit card, please complete page 9 – Credit Card Payment Information

THE FOLLOWING ARE INCLUDED FREE OF CHARGE, BUT IT IS THE RESPONSIBILITY OF THE EXHIBITOR TO MAKE SURE TAA IS PROVIDED THE INFORMATION

Please provide a print ready, NO BLEED 1/4 page (4" x 5.5") full color advertisement for conference program via email to jbhensley@suddenlink.net. (Please send without bleed)

If registering prior to August 1st, please provide a print ready, NO BLEED 1/8 page (2" x 2.75") full color advertisement for inclusion in conference mailings via email to jbhensley@suddenlink.net (please send without bleed)

Visit our website to plan out your website advertising for the calendar year 2018.

2018 Texas Academy of Audiology Membership Information

Name: _____ Email: _____

If you would like to provide an item for the silent auction, please provide contact information below and we will have a Texas Academy of Audiology Representative contact them for specifics.

EMAIL A COMPANY LOGO to jbhensley@suddenlink.net (Please make sure that the logo is in jpg or pdf format in a minimum size of 4x6). This will be used on conference signage and on the Texas Academy of Audiology website as a link to your company website.

FREE 15 Minute Technology Update in Front of Attendees

SILVER LEVEL EXHIBITOR BOOTH

Silver Exhibitor Booth (3 representatives included)	\$1,000.00+	\$ _____
Fee for Additional Representatives # _____ @ \$175 per person (Complete Page 7)		\$ _____
Pre-Conference Room Reservation (Please Complete Page 8 and insert appropriate fees) (Available on a First Come Basis):		
No	Yes	\$ _____
TAA/SHF 3 rd Annual Friday Night BASH Sponsorship	\$500.00+	\$ _____

TOTAL AMOUNT DUE		\$ _____

Electricity will be available from wall outlets along the perimeter of the room. Exhibitors will have to share so be sure to bring extension cord and power strip if electricity is needed.

If paying by credit card, please complete page 9 – Credit Card Payment Information

THE FOLLOWING ARE INCLUDED FREE OF CHARGE, BUT IT IS THE RESPONSIBILITY OF THE EXHIBITOR TO MAKE SURE TAA IS PROVIDED THE INFORMATION

Please provide a print ready, NO BLEED 1/4 page (4” x 5.5”) full color advertisement for conference program via email to jbhensley@suddenlink.net. (Please send without bleed)

If registering prior to August 1st, please provide a print ready, NO BLEED 1/8 page (2” x 2.75”) full color advertisement for inclusion in conference mailings via email to jbhensley@suddenlink.net (please send without bleed)

If you would like to provide an item for the silent auction, please provide contact information below and we will have a Texas Academy of Audiology Representative contact them for specifics.

EMAIL A COMPANY LOGO to jbhensley@suddenlink.net (Please make sure that the logo is in jpg or pdf format in a minimum size of 4x6). This will be used on conference signage and on the Texas Academy of Audiology website as a link to your company website.

NON-PROFIT ORGANIZATION/UNIVERSITY BASIC EXHIBITOR BOOTH

Non-Profit Organization / University (1 representative included)	\$275.00	\$ _____
Fee for Additional Representatives #_____ @ \$175 per person (complete Page 7)		\$ _____
Pre-Conference Room Reservation (Please Complete Page 8 and insert appropriate fees) (Available on a First Come Basis):		
No	Yes	\$ _____
Interior Program Black & White Advertisement (print ready copy must be provided via email to jbhensley@suddenlink.net)		
1/8 page (2"x2.75")	\$ 75.00	\$ _____
1/4 page (4" x 5.5")	\$125.00	\$ _____
1/2 page (8" x 5.5")	\$250.00	\$ _____
TAA/SHF 2 nd Annual Friday Night BASH Sponsorship	\$500.00+	\$ _____
TOTAL AMOUNT DUE		\$ _____

Electricity will be available from wall outlets along the perimeter of the room. Exhibitors will have to share so be sure to bring extension cord and power strip if electricity is needed.

If paying by credit card, please complete page 9 – Credit Card Payment Information

If purchasing a black & white program advertisement, please provide a print ready ad in the appropriate size via email to jbhensley@suddenlink.net. (Please make sure that the advertisement is in jpg, pdf or doc format, without bleed)

If you would like to provide an item for the silent auction, please provide contact information below and we will have a Texas Academy of Audiology Representative contact them for specifics.

EMAIL A COMPANY LOGO to jbhensley@suddenlink.net (Please make sure that the logo is in jpg or pdf format in a minimum size of 4x6). This will be used on conference signage and on the Texas Academy of Audiology website.

REPRESENTATIVES ATTENDING CONFERENCE

Name(s) of Representatives Attending (Please include all requested information on each representative for continuing education purposes – Name, Title and Company will be printed on Conference Badge)

1) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

2) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

3) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

4) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

5) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

6) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

7) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

8) Name: _____ Title: _____

Street: _____ City: _____ State: _____ Zip: _____

Email: _____ AAA Membership #: _____ IHS # _____

OPTIONAL PRE-CONFERENCE SESSION – THURSDAY, OCTOBER 19, 2017

Pre-Conference Room for Exhibitor Continuing Education Session

- There is a total of 8 rooms available in three sizes, they will be assigned on a first come basis (date payment is received)
- Rooms will be available from 1:00pm to 5:00pm on Thursday. Exhibitors may set their own time frame within this allotted time.
- The room charge will be waived for Platinum Sponsors, based on availability
- Exhibitors will be responsible for their own audio visual equipment and refreshments. Contact information will be provided for the hotel so you may make your own arrangements.
- Exhibitors will be responsible for their own continuing education.
- The pre-conference sessions will be advertised on the Texas Academy of Audiology website and included in conference registration at no additional fee; however, it is the responsibility of the exhibitor to make certain we are provided accurate information
- Exhibitors are allowed to advertise and invite non-conference attendees based on room size restrictions

Pre-Conference Room

Small Classroom (max 15 Boardroom setting) - \$100 (2 Rooms Available)	\$ _____
Medium Classroom (max 40 Classroom setting) - \$125.00 (2 Rooms Available)	\$ _____
Large Classroom (max 80 Classroom setting) - \$150.00 (4 Rooms Available)	\$ _____

TOTAL PRE-CONFERENCE FEE	\$ _____

**BELOW IS THE INFORMATION WHICH WE WILL POST
ON OUR WEBSITE AND IN OUR CONFERENCE MAILING**

Pre-Conference Session Title:

Scheduled Time for Session:

Speakers / Trainers:

Attach Session Summary for use in promoting the session

Credit Card Payment Information

FOR SECURITY REASONS AND CREDIT CARD PROVIDER COMPLIANCE WE WILL PREPARE AN INVOICE WITH A CREDIT CARD PAYMENT LINK SO THAT YOU MAY MAKE THE PAYMENT DIRECTLY. THIS WILL HELP PROTECT YOUR CREDIT CARD INFORMATION.

PLEASE PROVIDE THE FOLLOWING INFORMATION SO THAT WE MAY GET THE INVOICE TO THE CORRECT INDIVIDUAL FOR PAYMENT. WE WILL EMAIL AN INVOICE AND FOLLOW UP WITH A MAILED INVOICE IF IT IS NOT PAID WITHIN 24 HOURS.

Name: _____

Email Address: _____

Mailing Address: (Street Address) _____

(City, State, Zip) _____

IF PAYING BY CHECK, PLEASE MAIL PAYMENT TO:

**TEXAS ACADEMY OF AUDIOLOGY
P.O. BOX 93331
LUBBOCK, TX 79493-3331**

THE REGISTRATION FORM MAY STILL BE SUBMITTED VIA EMAIL TO:

jbhensley@suddenlink.net

**REMINDER!!!
RESERVATION IS ONLY MADE UPON RECEIPT OF PAYMENT**